

**MINUTES OF A MEETING OF THE
APPOINTMENTS SUB-COMMITTEE**

**Wednesday 25 July 2012 (9.00am – 11.35am)
At Havering Town Hall**

Present:

COUNCILLORS:

Conservative Group	Michael White (in the Chair), Steven Kelly Roger Ramsey and +Georgina Galpin,
Residents' Group	Clarence Barrett and Gillian Ford
Labour Group	Denis O'Flynn

Apologies for absence were received from Councillor Becky Bennett (+Georgina Galpin substituted),

Andrew Blake-Herbert, Group Director Finance and Commerce and Julie Towers, Consultant, Penna were also present

The Chairman, informed those present of the action to be taken in the event of an emergency.

All decisions were taken with no member voting against.

There were no declarations of interest.

1 MINUTES

The Minutes of the meeting of the Sub-Committee on 19 November 2011 were accepted as a true record and signed by the Chairman.

2 EXCLUSION OF THE PUBLIC

On a motion by the Chairman the Sub-Committee **RESOLVED:**

That the public be excluded from the remainder of the meeting on the grounds that it was likely that, in view of the nature of the business to be transacted or the nature of the proceedings, if members of the public were present during those items there would be disclosure to them of exempt information within the meaning of paragraph 1 of Schedule 12A to the Local Government Act 1972.

2 APPOINTMENT TO POST OF STRATEGIC HEAD OF HUMAN RESOURCES AND ORGANISATIONAL DEVELOPMENT

The Committee interviewed two applicants for appointment to this position which was a two-year, fixed-term contract. The Sub-Committee carefully considered the merits of each candidate by reference to the written profiles, results of earlier tests and evaluations and also satisfied themselves as to their professional competency by questioning them in turn.

Members then deliberated on their individual merits. After weighing the relative strengths and experience of the candidates as indicated by their application and by interview, the Committee **RESOLVED TO APPOINT** Caroline Nugent, currently employed by Basildon Borough Council in the position of Head of Human Resources, Organisational Development and Payroll, as she had the requisite experience, skills and knowledge to discharge the duties of Strategic Head of HR and OD and should be appointed to that post, subject to the notification provisions of paragraph 12 of the Staff Employment Procedure Rules set out in part 4 of Havering's Constitution and upon confirmation from the Chief Executive and Group Director Finance & Commerce that the appropriate references had been received and were satisfactory.

The Sub-Committee further **RESOLVED** that, in the event Caroline Nugent declined the appointment, it should be offered to the second placed candidate.